

Idaho State Testing Security Agreement

TESTING PERSONNEL TEST SECURITY AGREEMENT

I acknowledge that I will have access and / or will be administering one or more of the Idaho State assessments, required by *Idaho Code 08.02.03.111*. I understand that all state assessment materials are highly secured, and it is my professional responsibility to protect their security as follows:

1. I will protect the contents of the test from any improper access.
2. I will handle test items or test booklets in accordance with security instructions. Copying or taking notes about any part of the test is not allowed.
3. I will carefully restrict access to the test materials to only persons authorized by the District Test Coordinator.
4. I will ensure students' responses are accurate reflections of their own work.
5. I will ensure that students' answers to test items are their own and that no one offers any improper assistance to students.
6. I acknowledge that discussing with teachers or students or answering any test questions contained in the assessment before, during, or after the administration of the test is in violation of this test security agreement.
7. I understand my username and password for any of the state assessments, which are assessed online, are secured and must remain confidential.
8. I will ensure all unused testing material, paper/pencil assessments, will be shredded unless directed to return to vendor (i.e. IELA ACCESS 2.0).
9. I acknowledge that copying or any other modification of the test booklets will result in an invalid test administration and no student scores will be reported.
10. I understand that any information about student data and test performance is confidential and I am not at liberty to discuss or share with anyone who does not have legal access to that information. ***Idaho Code 33-133*** - *...inappropriate release of data occurs shall be liable for a civil penalty not to exceed fifty thousand dollars (\$50,000).*
11. I acknowledge that I will report all instances of suspected test fraud, perpetrated either by students or adults, to the District Testing Coordinator and/or the Division of Assessment & Accountability at the Idaho State Department of Education.
12. I certify that students with disabilities and LEP students received appropriate accommodations in accordance with their IEP, ELP, or 504 Plan. Interpreters and all individuals involved in transcriptions of student responses must also read and sign the *Test Security Agreement*.

Please initial, next to any assessment you will be involved with, then sign and return the *Test Security Agreement* to the District Test Coordinator before administering any Idaho State assessment.

_____ ISAT by Smarter Balanced

_____ ISAT Science and EOC's

_____ ISAT Alternate Assessment (ELA, Math, and Science)

_____ Idaho Reading Indicator (IRI)

_____ WIDA's ACCESS Placement Test (W-APT)

_____ ACCESS for ELLs 2.0 (Online)

_____ ACCESS for ELLs (Paper)

_____ Alternate ACCESS for ELLs (Paper)

Date: _____

Position/Title: _____ School: _____

District: _____

Print Name: _____ Signature: _____